



**AIRPORTS AUTHORITY OF INDIA  
DEPARTMENT OF OPERATIONS  
NSCBI AIRPORT, KOLKATA - 700052.**

- Name of Work : Job contract for Transportation and Disposal of Bio Medical Waste generated at NSCBI AIRPORT, KOLKATA -700052.**
- Estimated cost : Rs.14,40,000/- .**
- Period of contract : 06 (Six) months extendable for another 06 months subject to satisfactory performance.**
- Tender id : 2020\_AAI\_64044**

**AIRPORTS AUTHORITY OF INDIA  
NSCBI AIRPORT, KOLKATA  
DEPARTMENT OF OPERATIONS**

**INDEX**

<b>S.no</b>	<b>Table of contents</b>	<b>Page nos.</b>
1.	Notice inviting E-tender	03 - 07
2	Instructions for online bid submission	08 - 12
3.	Check list	13 - 15
4.	Special Conditions and Specifications	16 - 19
5.	Format of Agreement	20-22
6.	Acceptance Letter	23
7.	Certificate for Blacklisting	24

Certified that this tender documents contains 24 (Twenty Four) Pages only.

JTGM (Ops)

**NSCBI AIRPORT, KOLKATA  
DEPARTMENT OF OPERATIONS**

Ref. No.:AAC/OPS-TM/PPE-DISPOSAL/87/2020

DT:10.12.2020.

**NOTICE INVITING e-TENDER (2 ENVELOPE OPEN TENDER)**

1. Item rate tenders are invited through the e-tendering portal by Jt. General Manager (Operations), AAI, NSCBI Airport, Kolkata on behalf of Chairman, AAI, from eligible agencies in the field of Collection, Transportation and disposal of Bio Medical Waste for the work of "Job contract for Transportation and Disposal of Bio Medical Waste generated at NSCBI AIRPORT, KOLKATA -700052" at an estimated cost of Rs.14,40,000/- (Excluding GST) with period of completion 06 (Six) Months. Further Extendable for another 06 Months subject to satisfactory performance/mutual consent.

Tender documents may be downloaded from CPP portal: <http://etenders.gov.in/eprocure/app> and Airports Authority of India web site [www.aai.aero](http://www.aai.aero) (for reference only) as per the schedule given in CRITICAL DATE SHEET under:

**Critical Dates**

Published Date	10.12.2020
Bid Document Sale Start Date	10.12.2020
Bid submission Start Date	10.12.2020
Bid Submission End Date	23.12.2020
Bid opening Date : Cover-I (Technical Bid)	24.12.2020
Bid opening Date : Cover-II (Financial Bid) (Depending on Cover-I evaluation)	06.01.2021

Tender fee (Non -Refundable) of Rs.1,120/- (inclusive of GST) will required to be paid online mode through payment gateway on CPP Portal.

EMD of the Value of Rs.29,000/- (Rupees Twenty nine thousand only) shall be accepted online mode only through payment gateway on CPP Portal.

## 2. Bid Submission:

Bidders are advised to visit this website regularly to keep themselves updated as any change/modification in the tender will be intimated through this website only. Bids shall be submitted online only at CPP portal: <http://etenders.gov.in/eprocure/app>.

Tenderer/Agency are advised to follow the instructions "Instructions to Bidder for Online Bid Submission" provided in the Annexure "A" for online submission of bids. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

Following 2 covers shall be submitted through online CPP-portal by the bidder.

**Cover I (EMD, Tender Fee + Technical Bid folder): -**

The tenderer shall upload the digitally signed file of scanned documents in support of their meeting each criterion in Cover I as mentioned below.

- A. **Scanned copy of proof for payment of EMD & Tender Fee.**
- B. **Qualifying requirements of Agencies / firms:-**
  - (i) Agency specialized in the similar nature of work having Permanent Account Number. The agency shall submit the relevant proof in this regard.
  - (ii) The Bidder should have experience of similar works (definition of similar works as below) during the last five years ending on **31.03.2020**. The bidder has to submit the relevant **work experience certificates** to the tune of 03 works each of 40% of annual estimated value (or) 02 works each of 50% of the annual estimated value (or) 01 work of 80% value of the annual estimated value in last 05 years. Work experience will be evaluated on annual basis. The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum. calculated from the date of completion to the last date of submission of bid.

*Similar works mean - Collection, Transportation and Disposal of Bio Medical Waste as per Bio Medical Waste Management Rules, 2016.*

*The agency should have Valid Registration/Authorization letter issued by West Bengal Pollution Control Board for collection, transportation and disposal of Bio Medical Waste. Scanned copy of the certificate to be uploaded in cover -I*

*Client certificate for experience should show the nature of work done, the value of work, date of start, date of completion as per agreement / status of ongoing work. Firms showing work experience certificate from non-government / non-PSU organizations should submit copy of tax deduction at sources certificate in support of their claim for having experience of stipulated value of work.*

- (iii) Permanent Account Number (PAN) and Goods and Services Tax Registration (GST) No.
- (iv) Scanned copy of duly signed and stamped Unconditional Acceptance of AAI Tender Conditions (Performa given in Annexure-I).
- (v) Undertaking stating Agency has not been black listed by AAI/ Any Govt./ PSU Organization.
- (vi) Digitally signed tender document duly shall be uploaded in "PQ Folder".
- (vii) Should have annualized average financial turnover of **Rs.4,32,000/-** against works executed during last three years ending 31st March of the previous financial year. As a proof, copy of **Abridged Balance Sheet** along with **Profit and Loss Account Statement** of the firm and certificate from Chartered accountant should be submitted along with the application. **Firms showing continuous losses for the last three years in the balance sheet shall be summarily rejected.**

#### **CLARIFICATION ON TECHNICAL BID EVALUATION.**

- i. The technical bids shall be evaluated based on the available documents submitted by the bidder. To assist in the examination, evaluation, and comparison of the bids, and qualification of the bidders, the client may, at its discretion, ask any bidder for a clarification of its bid through CPP portal. The bidder shall upload the requisite clarification/documents within time specified by AAI. Any clarification submitted by a bidder that is not in response to a request by the client shall not be considered. The client's request for clarification and the response shall be in writing.

- ii. If a bidder does not provide clarifications of its bid by the date and time set in the Client's request for clarification, its bid may be rejected.
- iii. Client also reserves right to seek confirmation/clarification from the issuer agency, on the supporting documents submitted by the bidder.

**Cover-II: - The Financial e-bid through CPP Portal.**

All rates shall be quoted in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BOQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.

3. Refund of EMD of unsuccessful bidders who fail to qualify the eligibility / technical stage shall be initiated within minimum 7 days of their rejection. For all bidders who qualify and their financial bids are opened the refund of EMD of all unsuccessful bidders shall be processed within minimum 7 days of opening of the financial bid.
4. AAI reserves the right to accept or reject any or all applications without assigning any reasons. AAI also reserves the right to call off tender process at any stage without assigning any reason.
5. AAI reserves the right to disallow issue of tender document to working agencies whose performance at ongoing project(s) is below par and usually poor and has been issued letter of restrain / temporary / permanent debar by any department of AAI. AAI reserve the right to verify the credential submitted by the agency at any stage (before or after the award the work). If at any stage, any information / documents submitted by the applicant is found to be incorrect / false or have some discrepancy which disqualifies the firm then AAI shall take the following action:
  - a) Forfeit the entire amount of EMD submitted by the firm.
  - b) The agency shall be liable for debarment from tendering in AAI, apart from any other appropriate contractual /legal action.
6. Consortium /JV companies shall not be permitted. No single firm shall be permitted to submit two separate applications.
7. If the entity participating in any of the tenders is a private or public limited company, Partnership firm or proprietary firm and any of the Directors / Partners / Proprietor of such company is also a director of any other company or partner of a concern or a sole proprietor having established business with AAI and has outstanding dues payable to the Authority, then the said entity shall not be allowed to participate in AAI tenders.

**8. Bids Opening Process is as below: -**

**Cover-I:** - Containing documents/technical bids (uploaded by the Agencies/firms) shall be opened **on 24.12.2020 at 15:30 Hrs.** The intimation regarding acceptance/rejection of their bids will be intimated to the Agencies/firms through CPP portal.

If any clarification is needed from the bidder about the deficiency in his uploaded documents in Cover -I, he will be asked to provide it through CPP Portal. The bidder shall upload the requisite clarification/ documents within time specified by AAI, failing which tender will be liable for rejection.

**Cover-II:**-Date of opening of Cover-II (Financial bid) is **06.01.2021 at 15:30 Hrs.** (Depending on Cover-I evaluation).

Joint General Manager (Ops)  
AAI, NSCBI Airport,  
Kolkata.

**AIRPORTS AUTHORITY OF INDIA**

**INSTRUCTIONS FOR ONLINE BID SUBMISSION**

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at: <http://etenders.gov.in/eprocure/app>.

**REGISTRATION**

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <http://etenders.gov.in/eprocure/app>.) by clicking on the link "Online bidder Enrolment" on the CPP Portal which is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.

- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

## **SEARCHING FOR TENDER DOCUMENTS**

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

## **PREPARATION OF BIDS**

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" are a while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

### **SUBMISSION OF BID**

- 1) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidder has to select the payment option as "offline" to pay the tender fee / EMD as applicable and enter details of the instrument.
- 4) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official latest by the last date of bid submission or as specified in the tender document. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
- 5) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BOQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.
- 6) The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.

- 7) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers' public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 8) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 9) Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- 10) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

#### **ASSISTANCE TO BIDDERS**

- 1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.  
Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk

#### **CPP under GePNIC, Help Desk Services**

- 1) For any technical related queries please call the Helpdesk. The 24 x 7 Help Desk Number 0120-4200462, 0120-4001002

Note- Bidders are requested to kindly mention the URL of the Portal and Tender Id in the subject while emailing any issue along with the Contact details. For any issues/clarifications relating to the tender(s) published kindly contact the respective Tender Inviting Authority.

Tel: 0120-4200462, 0120-4001002.

Mobile: 91 8826246593

E-Mail: support-eproc@nic.in

For any Policy related matter / Clarifications Please contact Dept. of Expenditure, Ministry of Finance.

E-Mail: CPPP-doe@nic.in

2) For any Issues / Clarifications relating to the publishing and submission of AAI tender(s)

a. In order to facilitate the Vendors / Bidders as well as internal users from AAI, Help desk services have been launched between 0800-2000 hours for the CPP under GePNICh<http://etenders.gov.in/eprocure/app>. The help desk services shall be available on all working days(Except Sunday and Gazetted Holiday) between 0800-2000 hours and shall assist users on issues related to the use of Central Public Procurement Portal(CPPP).

b. Before submitting queries, bidders are requested to follow the instructions given in "Guidelines to Bidders" and get their computer system configured according to the recommended settings as specified in the portal at "System Settings for CPP".

3) In case of any issues faced, the escalation matrix is as mentioned below:

SL. No.	Support Persons	Escalation Matrix	E-Mail Address	Contact Numbers	Timings
1	Help Desk Team	Instant Support	eprochelp@aai.aero	011-24632950, Ext-3512 (Six Lines	0800-2000hrs. (MON-SAT)

The Helpdesk services shall remain closed on all Govt. Gazetted Holidays.

4) The above mentioned help desk numbers are intended only for queries related to the issues on e-procurement portal and help needed on the operation of the portal. For queries related to the tenders published on the portal, bidders are advised to contact concerned Tender Inviting Authority of AAI.

**ANNEXURE - B****CHECK LIST**

(To be submitted by applicant along with Tender Application)

Name of work: Job contract for Transportation and Disposal of Bio Medical Waste generated at NSCBI AIRPORT for a period of 06 (Six) months (Further extendable for another 06 months subject to satisfactory performance).

Ref. No.	Qualifying Criterion	Particulars	Enclosure
1	2	3	4
A.	<b><u>COVER-I</u></b> (Tech folder) shall contain		
1.	Name and address of the Firm / Email Address & Telephone No.		
2.	<b><u>Details of Registration/ License</u></b> Organization/Deptt.		Registration copy enclosed: YES / NO
3.	Permanent Account No. (PAN)		(Copy Attached) YES / NO
4.	<b><u>Goods and Services Tax No.</u></b>		(Copy Attached) YES / NO
5.	Certificate from clients of having satisfactorily completed  (i). <b><u>Three works of each of Rs.5,76,000/-</u></b>  <b><u>OR</u></b> (ii). <b><u>Two work of each of</u></b>	Details of the three / two / one work(s) as applicable	Copy of certificate enclosed: YES / NO

	<u>Rs.7,20,000/-</u>  <u>OR</u> <u>(iii). One work of</u> <u>Rs.11,52,000/-</u>  In single contract of similar nature of work during last five years ending on <b>31.03.2020</b> .		
6.	Whether experience from Govt. organization or private clients?	Firms showing work experience certificate from private agencies should submit TDS certificate in support of their claim for having experience of stipulated value of works	TDS certificate enclosed: YES / NO
7.	Undertaking stating Agency has not been black listed by AAI/ Any Govt./ PSU Organization.	Annexure -II	YES/ NO
8.	<b>TURNOVER:</b> (Annualized average financial turnover equivalent to <b>Rs.4,32,000/-</b> during the last three years.	Year                      INR (in Lacs)  2017-18  2018-19  2019-20  Average :	Proof of turnover enclosed (Abridged Balance Sheet & Profit & Loss A/c): YES / NO
9.	Details of Tender Fee		Tender Fee paid: YES / NO
10.	Details of EMD		EMD Fee paid: YES / NO
11.	Unconditional Acceptance Letter	Annexure-I	Copy to be Uploaded
12.	Authorization Letter / Power of Attorney		Copy to be

			Uploaded
13.	Digitally signed tender document		
B.	<b>COVER-II(Financial Bid) shall contain</b>		
1.	Financial Bid	To be quoted online through CPP portal: <a href="http://etenders.gov.in/eprocure/app">http://etenders.gov.in/eprocure/app</a> .	
C.	Details of any other information		

**DECLARATION**

I ( \_\_\_\_\_ ) hereby declare that the documents submitted/ enclosed are true and correct. In case any document at any stage found fake/incorrect, my EMD may be forfeited and action as deemed fit by AAI,.....Airport can be taken against me.

Place: \_\_\_\_\_

Date: \_\_\_\_\_

Signature with stamp  
Authorized Signatory of the Agency/Firm

## SPECIAL CONDITIONS AND SPECIFICATIONS

Name of work: **Job contract for Transportation and Disposal of Bio Medical Waste generated at NSCBI AIRPORT, KOLKATA -700052 for a period of 06 (Six) months (Further extendable for another 06 months subject to satisfactory performance)"**

### **1. Scope of work for Transportation and Disposal of Bio Medical Waste generated at Kolkata Airport:**

The Successful bidder has to remove the Bio Medical Waste from the designated location in the basement of NSCBI Airport or any other collection point as decided by AAI, transport them out of NSCBI Airport and dispose of strictly as per norms of Pollution Control Board of West Bengal in this respect.

#### **The scope of work Includes:**

- 1) Approximate daily generation of Bio Medical Waste to be removed from the designated location in the basement of NSCBI Airport, Kolkata shall be 300 Kgs. However, the quantity may vary on day to day basis and the agency will absorb the increase in the quantity of Bio Medical Waste within the quoted rate.
- 2) The agency should have valid authorization from West Bengal Pollution Control Board to carry out the handling, reception, storage, transport, treatment and disposal of Bio Medical Waste in West Bengal, throughout the period of contract including extended period on mutual agreement if any.
- 3) The agency shall collect the segregated bags of waste from the pre-determined collection point on daily basis at predetermined time in a dedicated covered vehicle approved by West Bengal Pollution Control Board as per rules and meets the requirements of Bio Medical Waste (Management & Handling) Rules,2016.
- 4) The vehicle to be used for removal of Bio Medical Waste should be sanitized thoroughly before and after put for the job.
- 5) The Driver and other work force going to be deployed are mandatorily wearing PPE suit, face mask, hand gloves, face shield etc.
- 6) All the guidelines issued by the Government from time to time should be strictly complied without any deviation by the successful bidder.
- 7) The Successful bidder should maintain proper records for bio medical waste handled and any other details on daily basis as requested by the Nodal Officer, AAI.
- 8) The Successful bidder has to make a **minimum one trip** to clear the Bio Medical Waste from Kolkata Airport or as requested by AAI in this respect.
- 9) The Airport Director, NSCBI Airport, Kolkata or his authorised representative reserves the right to inspect the disposal site and methods as and when he/she desires.
- 10) The collection of bio medical waste from the designated location at Kolkata Airport and transportation of Bio medical waste shall be carried out in a manner so as to avoid any possible hazard to human health and environment. The timing

of transportation of Bio medical waste from Kolkata Airport will be decided by the Nodal officer, AAI. The successful bidder has to adhere to the time lines.

- 11) AAI will have no liability whatsoever concerning the personnel deployed by the contractor and the contractor will keep AAI indemnified against all losses, damages or liabilities arising out of or imposed in connection with the service provided by it.
- 12) AAI reserves its right to terminate the licence without any liability or compensation on unsatisfactory performance during the contract period.
- 13) If Airport Director or the authorised representative is not satisfied with the manner or performance of the service provided by the contractor, then the contractor will have to take such remedial measures as it may be called upon to do to the entire satisfaction of AAI.
- 14) Collection of Bio Medical Waste will be undertaken daily. In case of any default, no payment shall be made for that particular day(s). Besides, there would be an additional penalty of **Rs.2000/- per day** for non-removal of Bio Medical Waste from Kolkata Airport. If the contractor fails to remove bio medical waste for continuous three days, AAI will reserve its right to terminate the contract in addition to above mentioned penalty.
- 15) The agency will also be responsible for ensuring occupational safety of all its workers involved in handling of Bio Medical Waste by providing appropriate and adequate personal protective equipment.
- 16) The agency quoted rate shall be inclusive of all taxes and other levies. AAI will not entertain any other claims in this respect.

## **2. Contract Period**

Period under the scope of work is for six months (Contract is further extendable for another six months subject to satisfactory performance).

**Competent Authority may terminate the work at any time without assigning any reason and the decision of Competent Authority is final and binding on the Agency.**

3. **Validity:** -The rates quoted by the Agency shall have a validity of **ninety (90) days** from the date of opening Financial bid.

4. **Preparation of Record/log book:** There should a record book to be maintained and updated on daily basis the quantum of Bio Medical Waste removed from Kolkata Airport, no of trips etc. The record book should be duly verified and counter signed by Terminal Manager.

## **5. UNCONDITIONAL BID**

- 5.1 Tenderer / bidders shall not add any conditions either in technical e-bid or in financial e- bid, failing with their tender shall liable to be rejected. Conditional tenders / e-bids / financial e-bids/ offers etc. by whatever name called shall be liable to be rejected. For this acceptance of AAI's Tender Conditions Bidders are

requested to submit the proforma: **"Acceptance of the AAI's Tender Conditions"** enclosed along with the tender document.

5.2 In case the documents submitted by the tenderer are false, incorrect, not as per tender conditions, the same shall be liable to be rejected. The financial viability as per prescribed criteria if not fulfilled, the tender shall be liable to be rejected, besides any other appropriate legal action as may be warranted to be initiated by. If it comes to the notice of AAI that any incorrect and/or false information has been submitted by the tenderer, such award shall be liable to be cancelled after giving an opportunity of being heard, besides any other legal action, as may be made out under the facts and circumstances of the case.

6. The awarded rates shall be firm throughout the contract period. Inclusive of all duties, levies, taxes except GST etc. as applicable. GST will be paid extra at the prevailing rate.

## **7. Security Deposit**

(i) The agency, whose tender is accepted, will also be required to furnish by way of Security Deposit for the fulfillment of his contract, an amount equal to 10% of the tendered amount.

(ii) The person/persons whose tender(s) may be accepted (hereinafter called the contractor) shall permit AAI at the time of making any payment to him for work done under the contract to deduct a sum at the rate of 10% of the gross amount of each running bill till the sum along with the sum already deposited as earnest money, will amount to security deposit of 10% of the tendered value of the work. Earnest money shall be adjusted first in the security deposit and further recovery of security deposit shall commence only when the update amount of security deposit starts exceeding the earnest money. Such deductions will be made and held by way of Security Deposit unless he/they has/have deposited the amount of Security at the rate mentioned above in the form of fixed deposit receipts or guarantee bonds of Nationalised Bank or any Scheduled Bank but not Co-Operative or Gramin Bank. In case a fixed deposit receipts or Guarantee Bonds of any Bank is furnished by the contractor to the AAI as part of the security deposit and the Bank is unable to make payment against the said fixed deposit receipt, the loss caused thereby shall fall on the contractor and the contractor shall forthwith on demand furnish additional security to the AAI to make good the deficit. All compensations or the other sums of money payable by the contractor under the terms of this contract may be deducted from, or paid by the sale of a sufficient part of his security deposit or from the interest arising there from, or from any sums which may be due to or may become due to the contractor by AAI on any account whatsoever and in the event of his Security Deposit being reduced by reason of any such deductions or sale as aforesaid, the contractor shall within 10 days make good in fixed deposit receipts or Guarantee Bonds tendered by the Nationalised bank or Scheduled Banks (but not any Co-operative or Gramin bank) endorsed in favour of the Airports

Authority of India, any sum or sums which may have been deducted from, or raised by sale of his security deposit or any part thereof. The security deposit shall be collected from the running bills of the contractor at the rates mentioned above and the Earnest money deposited at the time of tenders will be treated as part of the Security Deposit. The security deposit as deducted above can be released against bank guarantee issued by Nationalised Bank or any Scheduled Bank (but not from Co-operative / Gramin Bank), on its accumulations to a minimum of Rs.5 lakh subject to the condition that amount of such bank guarantee, except last one, shall not be less than Rs.5 lakh.

**8. Payment Terms:**

- (i) Payment shall be made on **Monthly** basis. The Agency shall ensure that the Monthly bill is to be submitted by 7th of every Month along with the details of quantum of Bio Medical Waste removed from Kolkata Airport, No of trips made any other information as requested by AAI.
- (ii) The final bill will be prepared on completion of the contract.

**JtGM (Ops)**  
**AAI, NSCBI Airport**  
**Kolkata.**

## AGREEMENT FORM

(To be printed on - stamp paper of appropriate Value)

This agreement made this (date in figures & words) between Airports Authority of India a statutory corporation incorporated under the Airports Authority of India Act 1994 having its Head Office at Rajiv Gandhi Bhavan, Safdarjung Airport, New Delhi-110 003 through its \_\_\_\_\_ (here in after referred to as "AAI" which expression shall include its administrators, successors, executors and assign of the \_\_\_\_\_ One part and M/s. \_\_\_\_\_ ( hereinafter referred to as the "Contractor", which expression shall include its administrators, successors, executors and permitted assigns) of the Other part.

Whereas AAI is desirous of getting the work of "**Job contract for Transportation and Disposal of Bio Medical Waste generated at NSCBI AIRPORT, KOLKATA -700052.**" (hereinafter called work) done by means of a contract, had invited tenders for this work as per tender documents sold for this purpose.

And whereas the contractor had participated in the above referred bidding vide his tender application dated \_\_\_\_\_ and other subsequent referred letters. AAI accepting his tender offer awarded the work to the contractor on the terms and conditions contained in its acceptance letter No.

---

Dated \_\_\_\_\_ and documents, terms and conditions referred to therein which have been

accepted by M/s. \_\_\_\_\_ resulting into a contract.

### NOW THEREFORE THIS DEED WITNESSTH AS UNDER:

AAI has awarded the contract to the contractor, for the work of "**Job contract for Transportation and Disposal of Bio Medical Waste generated at NSCBI AIRPORT, KOLKATA -700052.**" on the terms and conditions contained in its acceptance letter No. AAI \_\_\_\_\_ Dated \_\_\_\_\_ and referred to therein. The award has taken effect from the date of letter of Award. The terms and expression used in this agreement shall have the same meaning as are assigned to them in the contract documents referred to in the succeeding articles.

2.0 Contract Documents:

The contract shall be performed strictly as per the terms and conditions stipulated herein and in the following documents attached herewith (hereinafter referred to as contract documents)

S.No.	Name of the Documents	Page No.
01.	Award letter of AAI	Dated:
02.	Contractor's Tender Application	Dated
	No.	:
03.	Envelope cover-I	
04.	Tender Documents	
05.	Notice Inviting Tender	
06.	Tender forms	
07.	General Conditions of Contract	
08.	Special Conditions of Contract	
09.	Schedule of quantities	
10.	Envelope cover-II	
11.	All correspondences between AAI & Contractor before award of work.	

All the aforesaid contract documents shall form an integral part of this agreement in so far as the same or any part thereof conform to the tender document and what has been specifically agreed to by AAI on its letter of Award. Any matter inconsistent therewith, contrary or repugnant thereto or any deviation taken by the contractor in its proposal not agreed to by AAI in its letter of Award or any other letter which forms a part of contract documents mentioned sake of brevity this agreement along with its aforesaid contract document shall be referred to as the agreement.

The scope of contract, consideration, terms of payment, wherever applicable, insurance, liquidated damages, period of completion and all other terms and conditions are contained in aforesaid tender documents. The contract shall be

duly performed by the contractor strictly and faithfully in accordance with the terms of agreement.

This agreement constitutes full and complete understanding between the parties and terms of the presents. It shall supersede all prior correspondence to the extent of in-consistency or repugnancy to the terms and conditions contained in the tender agreement. Any modification of the agreement shall be effected only by written instrument signed by both the parties.

Any notice given by either party to the other under the agreement shall be written and shall be deemed to have been duly and properly served upon the parties here to if delivered at the address mentioned hereby in above.

THIS CONTRACT AGREEMENT IS ALLOTTED THE NUMBER:

AAI/ \_\_\_\_\_ Dated:

In witness whereof, the parties have executed these presents, day, month and year first above

mentioned at \_\_\_\_\_

Contractor's signature

Signature for AAI

WITNESS: 1.

WITNESS: 1.

2.

2.

ACCEPTANCE LETTER

To,

The Airport Director  
Airports Authority of India,  
NSCBI Airport,  
Kolkata.

Sir,

ACCEPTANCE OF AAI's TENDER CONDITIONS

The Tender documents for the work "Job contract for Transportation and Disposal of Bio Medical Waste generated at NSCBI Airport, kolkata -700052, Kolkata for a period of 06 (Six) months (Further extendable for another 06 months subject to satisfactory performance)" has been sold to me/us by Airports Authority of India, NSCBI Airport, Kolkata, and I/we hereby certify that I/we have inspected the site and read the entire terms and conditions of the tender documents made available to me/us, which shall form part of the contract agreement and I/we shall abide by the conditions/clause contained therein.

I/we hereby unconditionally accept the tender conditions of AAI's tender documents in its entirety for the above work.

The contents of Clause 4 of Notice Inviting e-Tenders of the tender Documents have been noted wherein it is clarified that AAI reserves the rights to reject the conditional tenders without assigning any reason thereto.

I/we declare that I/we have not paid and will not pay any bribe to any officer of AAI for awarding this contract at any stage during its execution or at the time of payment of bills, and further if any officer of AAI asks for bribe/gratification, I will immediately report it to the appropriate Authority in AAI.

The required earnest money deposit for this facility is enclosed herewith.

Yours Faithfully

(Signature of the BIDDER)

With rubber-stamp

**(Annexure -II)**

**(On Company's Letter Head)**

**Certificate**

To,

**The GM(Ops-TM)  
Airports Authority of India  
NSCBI Airport, Kolkata - 7000052.**

I/We have .....

hereby declare that have never been Debarred/black-listed by Central Vigilance Commission, Central Bureau of Investigation or by Airports Authority of India /and other PSU's etc. have clean image and not have been prosecuted by Police/CBI/Legal Authorities etc. In case any information will found wrong. I will be fully responsible and AAI can act against me.

**Name of the Applicant**

**Address:**

**Date:**

**(Authorised Signatory)**

**Signature with seal of Quotationer**

**Place:**

**Email:**

**Mobile No:**